

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

GENERAL MEMBERSHIP

A meeting of the General Membership of the Brown County Fire Investigation Task Force was held on December 1, 2016, at 7:00 p.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Present: Greg Dougherty, Joe Gabe, Karl Linsmeier, Aaron Anderson, Kevin Tielens, Ron VanDenBusch, Craig Pakkala, Angie Cali, Matthew Omdahl, Greg Steenbock, Kim Ward, Kevin Krueger, Tom Hendricks, Karl Tielens, Terry Rottier, Joe Patenaude, Brandon Dhuey, Steve Zich, Douglas Dow

Item #1. Adoption of Agenda.

Motion was made by Anderson and seconded by Gabe to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion was made by Dougherty and seconded by Hendricks to approve the minutes from the previous meeting on September 8, 2016. **Motion carried.**

Item #3. Report of Task Force Activities.

The Fire Investigation Task Force was called out to the following fires since the last meeting:

1. 990 Aldrin St., De Pere (9-16-16) (duplex/accidental)
2. 2656 Oak Park Dr., Bellevue (9-29-16) (garage/accidental)
3. 4198 N. Overland Rd., Hobart (10-4-16) (house/accidental)
4. 2102 Glendale Ave., Howard (10-11-16) (business shed/arson)
5. 1 Duquaine Ct., Bellevue (10-19-16) (recycle bin/mobile home/arson)

Item #4. Information from Board of Directors Meeting.

The next meeting is December 8, 2016.

Item #5. Old Business.

1. Fall conference review.

Members who attended the fall conference gave an overview.

Item #6. New Business.

1. Conference, dues, etc.

Barb Peters will no longer directly take care of payment for conferences and membership dues. You will have to go through your own department and then send an invoice to Barb for reimbursement. Barb will still take care of BCSO employees, though.

2. On-scene photographs.

Investigators need to do a better job in taking more photos at fire scenes.

3. Release of reports.

Normal procedure is that the report goes to the coordinator to disseminate to the appropriate agency. If it's a criminal case, the report will not be released to the agency until charges have been filed.

4. Interviews/interrogations at the Sheriff's Office.

Everyone will now have access to recording interviews at the Sheriff's Office.

5. Dictation for report.

Unless a case is criminal, interviews will no longer be transcribed, but do save it as an audio file on computer.

Item #7. Juvenile Firesetter Business.

Gabe stated that Cody Johnson from Green Bay Fire is going to national juvenile firesetter training next week.

Item #8. Other Business.

No other business was discussed.

Item #9. Set Date, Time, and Location of Next Meeting.

General Membership meetings for 2017 were set as follows:

- March 2, 2017
Suamico Fire #2
2323 Northwood Rd.
- June 1, 2017
De Pere Fire #1
400 Lewis St.
- September 7, 2017
Ashwaubenon Fire #1
2155 Holmgren Way
- December 7, 2017
Brown County Sheriff's Office
2684 Development Dr.

Item #10. Training.

Training on photography followed the business portion of the meeting.

Respectfully submitted,

Marsha Laurent
Recording Secretary